

Town of Cheswold
1856



State of Delaware
1787

Town of Cheswold
Minutes of the Monthly Town Council Meeting
691 Main Street
Cheswold, Delaware 19936
Monday – December 6, 2021
5:00 p.m.

ZOOM Teleconference
1-929-205-6099 Meeting ID: 9728359352#
<https://us02web.zoom.us/j/9728359252>

The following persons were in attendance in person:

Mayor Santo Faronea via ZOOM
Vice Mayor Michael Wysong
Secretary/Treasurer Theon Callender
Councilperson Maxwell Amoako

Excused: Councilperson Mark Moxley
Councilperson Judith Johnson

Police Department: Chief Chris Workman

Administration: Excused

Administrative Clerk: Excused

Public Works: Code Enforcement Office Mike Callender

NOTICE:

Notice of this meeting has been made in accordance with the Delaware Open Meeting Act, by properly posting it on December 30, 2020, on the Town of Cheswold website at: <http://cheswold.delaware.gov>. Copies of the agenda were posted outside the Cheswold Town Hall; in the local Post Office; at the Fox Pointe Management Office and on the Official Web Site for the Town of Cheswold, at <http://cheswold.delaware.gov>; and was filed with the Clerk of the Town of Cheswold on November 29, 2021. Copies of the agenda were available for pick-up at the Town Hall.

MEETING:

The meeting was called to order by Mayor Faronea at 5:07 pm.

PLEDGE of ALLEGIANCE and MOMENT of SILENCE

The Mayor led the attendees in the Pledge of Allegiance which was followed by a Moment of Silence.

PROPERLY POSTED:

Secretary/Treasurer Sam Callender noted that the meeting posted was properly posted on November 29, 2021.

ROLL CALL:

Mayor Faronea requested the Secretary/Treasurer to call the roll. And with four, (4), members of the six (6) person Council present, Ms. Tunnell presented a quorum to the Mayor and the meeting continued.

REVIEW of AGENDA

Mayor Faronea requested the Council review the accuracy of the agenda and for a motion to accept as presented or to make changes and amendment requests as needed.

Vice Mayor Wysong made a motion to accept the agenda as presented and Councilperson Amoako made a second to the motion. A unanimous roll call vote of the Town Council approved the motion.

REVIEW of PEVIOUS MONTHS MINUTES

Mayor Faronea requested the Council to review the accuracy of the previous month's minutes and for a motion to accept them as presented or to make changes and amendment requests as needed.

A motion to accept the Town Council minutes, as presented was made by Councilperson Amoako and Vice Mayor Wysong made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the minutes as follows:

November 1, 2021 – Monthly Town Council Meeting

TREASURER'S REPORT:

The Mayor requested Council to review the following Treasury Reports and to make any necessary statements and/or to make a motion to approve reports:

- a. The Treasurer's Reports for the **Month of November 2021**, is as follows:

Monthly Cash Flow Comparisons

TOWN of CHESWOLD	NOVEMBER 2021
Cash Receipts	\$ 90,457.32
Cash Disbursements	\$ 88,473.70
Positive Monthly Cash Flow	\$ 1,983.62

TREASURER'S REPORT: "continued"

ADMINISTRATION	NOVEMBER 2021
Cash Receipts	\$ 85,183.68
Cash Disbursements	\$ 59,077.42
Positive Monthly Cash Flow	\$ 26,106.26

POLICE DEPARTMENT	NOVEMBER 2021
Cash Receipts	\$ 3,898.64
Cash Disbursements	\$ 28,433.88
Negative Monthly Cash Flow	(\$ 24,535.14)

PUBLIC WORKS	NOVEMBER 2021
Cash Receipts	\$ 1,375.00
Cash Disbursements	\$ 962.40
Positive Monthly Cash Flow	\$ 412.60

b. The Treasurer's Report, (Account Balances), for the Month of NOVEMBER 2021:

as of:	NOVEMBER 2021
Capital Account	\$ 29,982.65
Cheswold Heritage Day Account	\$ 4,603.69
Eide Grant Fund Account	\$ 4,392.86
Public Safety Account	\$ 54,305.86
General Fund Account	\$ 312,302.45
Land Use Applicant's Account	\$ 65,264.58
Litigation Account	\$ 24,232.15
Municipal Street Aid Account	\$ 61,057.41
Salle Grant Fund Account	\$ 302.91
DelDOT Projects	\$ 107,648.00
ARPA	\$ 349,915.75
Municipal Complex Building	\$ 750,000.00

c. Requisitions –

Req. #	Department	Vendor	Item	Amount	To Be Paid By
NOTHING TO REPORT					

b. Proposed Purchase/s -

Req. #	Dept.	Vendor	Item	Amount	To Be Paid By:
NOTHING TO REPORT					

TREASURER'S REPORT: *"continued"*

A motion to accept the Treasurer's Report, as presented was made by Vice Mayor Wysong and Councilperson Amoako made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the report as submitted.

TAX COLLECTOR'S REPORT – *Town Clerk Shadina Jones*
Month of November 2021

TAX REPORT: FISCAL YEAR 2021 – 2022

Total Amount Billed: \$160,690.95

Total Amount Paid: \$33,601.18

As of:	Current Year:	Past Due Paid:
07/31/2021	\$ 33,601.18	\$ 867.88
08/31/2021	\$ 97,083.11	\$ 300.12
09/30/2021	\$ 23,534.44	\$ 1,171.23
10/31/2021	\$ 2,077.06	\$ 143.03
11/30/2021	\$ 442.81	\$ 75.71
12 /31/2021	\$	\$
01/31/2022	\$	\$
02/29/2022	\$	\$
03/31/2022	\$	\$
04/30/2022	\$	\$
05/31/2022	\$	\$
06/30/2022	\$	\$

b. DELINQUENT TAXES – *Town Clerk Shadina Jones*

NOTHING to REPORT

Vice Mayor Wysong asked for an estimate of how many new homes are being built monthly. Code Officer Mike Callender responded that approximately three, (3), to four (4), a month are being built. He also said that it takes approximately 90 days to build a home.

A motion to accept the Tax Report, as presented was made by Vice Mayor Wysong and Councilperson Amoako made a second to approve the motion. A roll call vote on the motion resulted in a unanimous vote to approve the report as submitted.

POLICE DEPARTMENT REPORT – Chief Christopher Workman:

Chief Workman presented the following November 2021 report prior to the meeting:

Training – All officers have completed their required training for the 2021 calendar year

State of Delaware Accreditation – The Department with the assistance of DHS are continuing to work on the accreditation process.

2020 Byrne Grant – The CJC has approved the purchase of Taser Training items for our instructor to conduct the yearly required re-certification of officers and also provide for other training scenarios to better assist officers in the field.

Firearm Upgrade – With the assistance of several grants, the Cheswold Police Department is in the process of upgrading and changing their duty handguns from the .40 caliber handgun to the Sig Sauer P320 9mm handgun. This is a process that will take some time to complete as production as slowed over the past year.

2012 Dodge Charger – On November 18, 2021, the Town of Townsend made an offer to purchase this vehicle for \$5,500. The vehicle will be sold as “as is” to the Town of Townsend upon approval by the Council of the Town of Cheswold.

Happy Holidays – The last couple of years has been hard on everyone. With the pandemic and associated changes, people have had to find ways to be more resilient than ever. The officers and staff of the Cheswold Police Department work hard to keep the homes, businesses and people safe each and every day.

Graduation – Chief Workman informed the Mayor and Council that he is scheduled to graduate in January from Wilmington University with a Bachelors degree in Behavioral Science and Emotional Intelligence Leadership. He also expressed his thanks and appreciation to the Criminal Justice Council who paid the associated tuition.

Traffic Violations Charged – Officers issued 160 traffic summons’s during the month of November. These are the number of violations issued. {Note: One, (1), traffic stop could equal two, (2), or more violations; e.g.: Speeding; no driver’s license)}

Actual Traffic Stops – November (143)

Graphs depicting traffic stops made in November and dispositions, were presented to the Council. The following reflects the data depicted on the graphs by ethnic and gender:

POLICE DEPARTMENT REPORT – “continued”

Male Traffic Stops

	<u>Nov.</u>
African American	34
Caucasian	30
Latino	7
Other/Undetermined	2

Female Traffic Stops

	<u>Nov.</u>
African American	36
Caucasian	30
Latino	1
Other/Undetermined	0

Dispositions

Summons

	<u>Nov.</u>
African American	63
Caucasian	60
Latino	7
Other/Undetermined	1

Verbal Warnings

	<u>Nov.</u>
African American	5
Caucasian	3
Latino	1
Other/Undetermined	1

Written Warnings

	<u>Oct.</u>
African American	2
Caucasian	0
Latino	0
Other/Undetermined	0

In an effort to expand transparency it is added to the monthly report to show who our officer's stop for violations and how they complete the stop.

Anyone interested in obtaining a copy of the associated graphs may send an email request to Cheswold.office@comcast.net or apply in person at Town Hall.

Monthly Activity Report –

Officers responded to or completed reports for 147 Incidents for the month of November.

Sale of 2012 Dodge Charger – A motion was made by Vice Mayor Wysong to approve the sale of the 2012 Dodge Charger to the Town of Townsend for \$5,500 “as is”. A second to the motion was made by Councilperson Amoako and the motion passed with roll call vote.

A motion to approve the Police Department report as presented was made by Councilperson Amoako. A second was made by Vice Mayor Wysong and the motion passed with a roll call vote.

IF YOU DON'T CALL – WHO WILL – CALL 911

PUBLIC WORKS REPORT – *Code Enforcement Officer Michael Callender*

Mr. Callender presented the following report to members of the Council via e-mail prior to the meeting:

- Status Report –

	PERMITS <u>ISSUED</u>	NEW <u>VIOLATIONS</u>	CLOSED <u>VIOLATIONS</u>	BUSINESS LICENSES <u>ISSUED</u>	BUILDING <u>INSPECTIONS</u>
November 2021	6	4	3	8	0

The following represents the Code Enforcement Property status for November:

- **41 Commerce St. – PENDING:** The property owner has been sent his two, (2), letters of notice and will be receiving his final notice this week to clean up his property prior to fines being issued and vehicles being towed. At the request of the Police Department actions are pending the approval of the revised Parking Ordinance.
- **179 Commerce St. –** This property has been sold to a new owner, Mr. Carlos Cannon of Harrington with whom both the Town Administrator and Code Enforcement Officer have spoken.

After being notified of the true amount of work that is required at the property and the length of time it has been sitting idle, along with the circumstances surrounding its' current condition, the new owner has decided to demolish the existing structure and to have the sinkhole and the junction box evaluated, and then rebuild anew.

VIOLATIONS: *Nothing to Report*

CONSTRUCTION PROJECTS:

- **Nobles Pond** – No new updates.
- **Stonington** – Ryan Homes has had Nichols Excavation return to the site to begin preparing new lots for development.
- **Alston's Walk** – No new updates.
- **Moorton Road** – This property has been completed and residents have moved in.
- **Parker's Run** – No new updates.

PUBLIC WORKS REPORT – “*continued*”:

Town Maintenance

- **Town Signs** – New signs and one old one have been installed along New Street. **COMPLETE**

A motion was made by Vice Mayor Wysong to approve the Public Works report as submitted. A second to the motion was Councilperson Amoako made by and a roll call vote passed the motion.

PLANNING COMMISSION REPORT – *Land Use Administrator Sam Callender*

Nothing New to Report.

ORDINANCE for REVIEW– *Town Administrator Sam Callender*

Ms. Callender presented the following Ordinance for the 3rd Reading by the Town Council:

a. Ordinance 02-01-12-036 Ordinance for Parking Regulations

Purpose: This Ordinance is intended to protect the public safety, health and welfare, on existing streets and all future streets, as hereinafter provided, by:

- A. Establishing parking standards for existing and future streets within the Town of Cheswold, and for safe thoughtful parking patterns along said streets;
- B. Fixing the parking responsibilities of owners, operators and occupants of all vehicles and;
- C. Providing for administration, enforcement and penalties and;
- D. Limiting commercial vehicle parking on Town of Cheswold streets.

Revision: Insert Section 17 – Residential Parking Permits Requirements

Ms. Callender acknowledged that the Town Attorney had suggested that a revision be made to Section 17 to accommodate visitors who may be staying for an extended period. She noted that such a revision had made been to provide for a visitors pass that indicates the length of time the visitor will be staying.

There will no further questions or concerns expressed about the content of the revisions to the Ordinance.

RESOLUTIONS:

**Resolution #08-18-21-099 Public Hearing for Revision to Ordinance # 02-01-12-036
Parking Regulations**

Purpose: This Resolution proposes to conduct a Public Hearing to receive comment on the Revisions made to Ordinance #02-01-12-036, Parking Regulations, which will provide the regulations required to obtain, maintain, record and process a residential parking permit application within the corporate limits of the Town of Cheswold.

A motion to approve the Resolution as submitted was made by Vice Mayor Wysong, Councilperson Amoako made a second to the motion and a majority roll call vote of the Council passed the motion.

PROCLAMATIONS:

NOTHING TO REPORT

OLD BUSINESS:

Mayor Faronea requested a review of the open Town projects:

- **Municipal Services Building** – Ms. Callender reported that she and the Chief have reviewed the latest suggested layout for a new Municipal Building and concluded that it meets our requirements. Our satisfaction has been shared with the architect and we are pending the receipt of a rendering, plus elevations. Hopefully we will receive a response by next month's meeting.

At that meeting, we should be able to provide the agreed upon square footage and proposed total building cost.

- **Economic Development Plan & Cheswold Business and Merchant's Association** - Councilperson Amoako reported that he is researching other Towns in Maryland and Pennsylvania that are physically and/or economically like us to get ideas for programs that will result in economic growth and development.

He additionally stated that he is searching for a "hook" to draw people to Cheswold.

- **Activities Committee** – The Mayor stated that he and Councilperson Johnson are working on activities for next year.

OLD BUSINESS: "continued"

- **Park Committee** – Vice Mayor Wysong had Nothing New to Report, however, Secretary/Treasurer Callender recommended that as our monetary situation is looking positive, at the moment, it might be a good idea to begin developing an cost estimate for construction of the park. He agreed to reach out to his University of Delaware contacts again.
- **Protest Plan Team** – ON HOLD
- **MPO Participation** – After attending several meetings, the Mayor is of the opinion that his attendance at the meetings will have no positive impact on the Town of Cheswold.
- **AMERICAN RESCUE PLAN ACT** – Mrs. Callender asked the Mayor and Council to review the Summary of the American Rescue Plan Act. *(copy attached)* She then presented the list of projects that have been approved for fund expenditures by the attorney's acquired for municipalities by the Office of the State of Delaware Treasurer. In association with the projects, she also presented the projected associated costs. *(Details of the projects are available upon request at Town Hall)*

Project Names and Projected Costs are as follows:

<u>PROJECT NAME</u>	<u>PROJECTED COST</u>
Police Department – Recruit Hiring	\$ 132,000
Premium Pay – Eligible Employees	\$ 57,799
PPE/Cleaning Services	\$ 767
Consultant – Attorney (ARPA)	\$ 2,796
Consultant – Attorney (Town)	\$ 1,000
Consultant – Engineer (Town)	\$ 3,000
Water to Old Town – Extension	\$ 150,000
Audio/Visual Equipment	\$ 1,500
	\$ 348,862

The Town has been awarded a total of \$698,791.50 to be paid in full by June 30, 2022.

A motion was made by Vice Mayor Wysong to approve the Projects and the associated costs as presented. A second to the motion was made by Councilperson Amoako and with no questions or further discussion, the motion was approved with an unanimous roll call vote.

OLD BUSINESS: *"continued"*

- **AMERICAN RESCUE PLAN ACT – *"continued"***

Ms. Callender also informed the Council that she is investigating the possibility of other allowable projects for the balance of the funds. Those projects include grants to Churches and/or to the Lenape Indian tribe; an HVAC system for the current Town Hall; providing child care assistance and installing trees and shrubs along Town streets.

Additionally, a motion was made by Vice Mayor Wysong to approve a rate of \$2.00 per hour for the Premium Pay bonus for the hours worked by eligible and essential employees from January 27, 2020. until November 30, 2021. With no further questions or concerns expressed a second was made by Councilperson Amoako and an unanimous roll call vote of the Council passed the motion.

NEW BUSINESS:

Low Income Home Water Assistance Program (LIHWAP) – Ms. Callender reported that she attended a Department of Health ZOOM meeting at 1:00 pm on December 6, 2021. The meeting was conducted by Ms. Heather Warren and Ms. Amanda Lacklen.

The State has been awarded 2.5 million from the federal government to administer a program to make payments for households who have had or in the process of having their water turned off due to an inability to pay the bill. The funds will be held by the Department of Health and public and municipal water companies will provide the Department with lists of eligible applicants.

Household applicants may submit an application for payment through the Department of Health website at: <http://www.dhs.delaware.gov/dhss/dph/hsp.liwap.html> Only those who are renting are currently applicable for the program. It is not available to landlords.

Those persons already enrolled in LIHWAP; SNAP (Supplemental Nutrition Assistance Program); WIC (Women, Infants and Children); TANF (Temporary Assistance for Needy Families) and LIHEAP (Low Income Home Energy Assistance Program).

All municipalities will be asked and expected to share this information with their residents.

COMMUNITY COMMENTS:

Nothing to Report

COUNCILPERSON COMMENTS:

Vice-Mayor Michael Wysong – *Stressed his intent that Sam Callender receive some type of bonus. And that if it can't be paid for from ARPA, then pay for out of the Town budget. Ms. Callender asked not to be included in any of this type discussion and suggested that the Town Attorney provide input and information.*

Secretary/Treasurer Theon Callender – *NOTHING to REPORT*

Councilperson Judith Johnson – *EXCUSED*

Councilperson Mark Moxley – *EXCUSED*

Councilperson Maxwell Amoako – *Requested the Mayor and Council to participate in the Suicide Prevention Program by providing a Proclamation that the month of September is Suicide Prevention month in the Town of Cheswold. All agreed and Ms. Callender stated that a previous Council had already made such a Proclamation, but she will gladly produce one for the next Council meeting.*

MAYOR FARONEA'S COMMENTS – *The Mayor asked the Chief if it is feasible to implement a Domestic Violence Counseling group within the Town. The Chief responded that the Police Department is already required to inform persons involved in domestic violence issues of the availability of Domestic Violence Counseling Services and provides them with written information of who and where to obtain assistance.*

Motion to Adjourn

A motion was made by Councilperson Callender seconded by Vice Mayor Wysong to adjourn at 6:36 p.m. A roll call vote on the motion resulted in a unanimous vote to approve. The meeting adjourned immediately thereafter.

Submitted by: Secretary/Treasurer Sam Callender – November 4, 2021